

**Township of Victor
Clinton County**

**AGENDA
REGULAR VICTOR TOWNSHIP BOARD MEETING
July 3, 2018**

Call meeting to order 7:00 P.M.

The regular meeting of the Victor Township Board was called to order by Clerk, Byron Prange at 7:00 PM

Pledge of Allegiance

Roll Call of Members: Members Present: Prange, Willoughby, Townsend and Wall.

Absent: Malkin

Brief Public Comment (2-3 minutes each) : None

Agenda: Motion by Wall, second by Willoughby to approve the agenda with the following amendments: The board voted at the June meeting to add a regular report on "maintenance & facilities to the agenda. Said report was added to the July agenda. Under new business Prange requested that the "Election Committee" be added to the agenda under new business. The motion passed.

Minutes Regular June 5, 2018: Wall moved and Willoughby second to approve the minutes from the June 2018 meeting. Motion passed

Treasurer's Report (Township) The Treasurers report was accepted.

Approval of Bills (adequate funds in each cost center of budget) Motion by Willoughby, second by Townsend to pay payroll in the amount of \$5,284.73 with check numbers 11883-11892. Motion Passed. Moved by Willoughby, second by Townsend to pay the bills in the amount of \$33,935.20 with check numbers 27081 through 27113 includes e-checks. Voiding check numbers 27082, 27083, 27084, 27089, 27095 and 27100. Motion passed.

Reports (questions/accept as written)

Planning: Tammy Ashley from the Planning Commission commented on the site review from the DNR on our grant for new playground equipment.

LSW. Wall stated that he did not attend the June LSW board meeting and therefore there is no call report. Wall stated that he would provide the May and June reports at the August meeting.

Maintenance & Facilities Report: Wall presented the first of monthly on-going "Facilities & Maintenance" reports. 1) We are still seeking quotes on the church repairs. 2) The remotes for the fire hall garage doors have been delivered to LSW. 3) The Fire Hall air compressor has been replaced. Shawn has been directed to dispose of the old compressor. 4) Shawn is seeking quotes on the exhaust system. This will be for the purchase of the system. Shawn will install as part of his duties. 5) Shawn will paint the fire hall meeting room prior to the fall meeting of fire authorities that LSW is hosting. 6) Shawn provided quotes on a new vacuum cleaner. Wall moved that we purchase the "Pacer 12" and

Willoughby second. Motion passed. 7) We need to replace the refrigerator in the kitchen. Willoughby moved and Wall second to have Shawn find a suitable replacement with a cost of less than \$1,000.00. Motion passed. 8) Security System. See "New Business"

County Officials

Adam Stacey County Commissioner: Stacey gave a short report.
James Chrenka, Deputy Sheriff. No report.

Items of Public Interest: None Reported

Correspondences (receive and place on file) None Reported

Unfinished Business

- 1) Reed Church. We have received only one bid. It was decided that the Clerk would put a notice into the paper requesting additional quotes. Quotes are due by 5:00 PM on July 27th.
- 2) Use of Soccer Fields. The Clerk stated he would get sample contracts for the board to review.
- 3) Phone System. It was decided to have a training session on the new phone system at 6:00 PM on August 9th.
- 4) Arbor. This was tabled until the Supervisor can report on the progress the attorney is making on resolving our issues with Arbor.
- 5) Air Compressor. As noted in the Maintenance & Facilities Report, Shawn has replaced the old compressor and will dispose of it in an acceptable manner.

New Business

1. Security System. After a number of issues with vandalism the board discussed the need to install a security system. Wall to work with Shawn on getting quotes on a system that will include the church, school, the hall and fire station entrances, the parking lot, and the recreation areas.
2. Willoughby moved, Townsend second, to make Wall responsible for our maintenance program and supervision of Shawn. Motion passed.
3. Policy & Procedures. Board discussed the need to review our policies and procedures manual as a result of two new board members. It was decided that we would try and do 20 pages each month until finished.
4. Appointment of Election Commission. Prange moved to appoint the supervisor, treasurer, and clerk to be the election commission. Wall Second. Motion passed.

Wall moved and Willoughby second to adjourn the meeting at 8:41 PM

Extended Comment Public/Board

Without any objection, the meeting will be adjourned (on/or before 9:30 P.M.)